

APPENDIX MM - Value Analysis

Table of Contents

APPENDIX MM - Value AnalysisMM-i
Value Analysis Report.....MM-3
Quarterly Status Report for Value AnalysisMM-5

Value Analysis Report

The Value Analysis Report is comprised of three parts. The Executive Summary, the VA Study Report, and the VA Study Workbook. Use the following outline when composing the report.

I. Executive Summary

Project Description

List District, County, Route, Kilometer Post (Post Mile), Title, Project Stage, and Program.

Include brief, general description of the project.

Proposal

Discuss the VA team's conclusions and recommendations.

Identified Potential Savings

Outline the potential initial cost savings, life-cycle cost savings, or user cost savings.

Include summary and totals.

For VA studies concerned with conflict resolution or comparison of alternatives, list the favored course of action and advantages of the action.

Implementation Recommendations

List actions necessary to implement the proposed recommendations.

If possible, obtain written confirmation of implementation steps.

II. VA Study Report

Introduction

Briefly state source of request, funding source, and range of alternatives and costs.

List VA team members, resource persons, and start and end dates of study.

Project Description

If available, list programmed dollars and milestone dates. Briefly outline project function(s) and constraints.

Background

Project History.

Need and Purpose

Briefly discuss need and purpose of the project.

Alternatives

Discuss each alternative.

Analysis of Alternatives

Fully explain how the recommendations meet the identified function(s). Also list any risks or disadvantages associated with each recommendation.

Summary

Include summary of recommendations, potential cost savings for each proposal, and totals.

Possible Attachments

Presentation displays, Vicinity Map, Alignments, Profiles, Cross-sections, etc.

III. VA Study Workbook

Use the FHWA Study Workbook.

Quarterly Status Report for Value Analysis

Last Change		EA		VA FY	
District		Funding Source		VA Target Date	
County		Program Code		Start Date	
Route		PSR, PR, or PS&E		Presentation Date	
Kilometer Post (PM)		Budget Amount		Complete Date	
Description					
Basic Function					
Status					

VA TEAM

First Name	Last Name	Unit	Agency/Organization	Phone

RESULTS FROM VA STUDY

VA Team Recommendations		Potential Savings	Disposition, Implementation, Dates	
1)				
2)				
3)				
4)				
<i>Estimates</i>	Construction	Life Cycle	Cost of VA Study	Programmed \$
Design			\$ _____	District \$ _____
VA Team's				Bridge \$ _____
Recommended Savings			Implemented Savings	Dist + Bridge \$ _____
Did the VA Study?		Briefly explain how.		
Improve product quality				
Build consensus with our transportation partners				
Solve difficult transportation issues				
Reduce project development time				
Reduce initial cost				
Reduce life cycle cost				